

University of Central Arkansas
Council of Deans
Wednesday, September 28, 2022
9:00 a.m. - 11:00 a.m.
Wingo 315

MINUTES

The Council of Deans met in regular session on September 28, 2022 in Wingo 315. Provost Poulter presided and the following members were present: Stephen Addison, Kurt Boniecki, Jonathan Glenn, Victoria Groves-Scott, Michael Hargis, Nancy Reese, Patricia Smith, and Tom Williams.

1. Welcome: Provost Poulter welcomed members and thanked them for their attendance.
2. Action Items
 - a. COD Minutes
 - i. August 31, 2022 Minutes: A motion by Stephen Addison and second by Patricia Smith was made to approve the minutes from August 31, 2022 as presented. With no discussion the motion passed.
 - ii. September 21, 2022 Minutes: A motion by Stephen Addison and second by Patricia Smith was made to approve the minutes from September 21, 2022 as presented. With no discussion the motion passed with one abstention.
3. Business
 - a. Provost Updates
 - i. COVID Resource Group- The COVID website has been updated. UCA will hold flu vaccine clinics on October 27th and November 4th in the Integrated Health Sciences building by appointment. More information regarding the clinic will be posted.
 - ii. Grievances Language: Legal Counsel will be sharing language defining differences between faculty grievances and staff grievances. Members suggested a possible training by Adam Rose and Britni Elder.
 - iii. Title IX: Updates to Title IX are in process and are anticipated to be implemented in spring 2023.
 - iv. ADHE Meeting Update
 1. Program Viability Reports will now be yearly beginning January 2023.
 2. Academic program review schedules will be updated and include more detail; program reviews will allow a virtual option.
 3. ACT 1038 Personal finance and macroeconomics modules will be a student requirement.
4. Discussion

- a. Instructional Methods Definitions: Members began discussions regarding the definition of a hybrid course and other instructional methods. This will be an on-going discussion throughout the semester.
 - b. Kurt Boniecki: The Office of Student Success can provide to each dean a list of instructors who have not completed their requested progress reports. The deans requested that those lists be sent after the deadline for progress report submission.
 - c. Division Updates: There were no division updates.
5. Important Dates
- a. October 7th - Board of Trustees
 - b. October 12th - COD Meeting
 - c. October 13th, X-period - Campus Talk
 - d. November 2nd, Academic Affairs Leadership Team Meeting
6. Academic Timetable
- a. October 1st - Annual Reports due to DEAN - November 1st to Provost
 - b. October 3rd - 2023 Summer/Fall Sabbatical Leave due to DEAN - October 10th to Associate Provost
 - c. October 6th - Fall URC Faculty Research Proposals due to DEAN - October 13th to Graduate Dean
 - d. October 8th - Distinguished Faculty Emeritus Nominations due to DEAN - October 15th to Provost
 - e. October 31st - Honorary Doctorate Nominations to Provost
- AY21-22 Initiatives
 - Instructional and Campus Continuity - Completed
 - HLC Assurance Argument Update - Completed
 - Strategic Plan Refresh - Completed
 - Incomplete Grade Policy - Completed
 - Retaking courses for grade forgiveness policy - Completed
 - Academic Grade Appeal Process - Completed
 - Assignment of Instructional Duties - Continuing project
 - BA-BS Discussions and Decisions - Continuing project
 - Momentum Year (includes Focus Areas) - Continuing project
 - G2C Expansion on Campus - Continuing project
 - Diversity, Belonging, Inclusion, and Equity - Continuing project
 - Policy and Process Improvements - Continuing project

With no further business, the meeting adjourned at 11:25 a.m.